



Trustees' Annual Report for the period

Period start date				Period end date			
From	01	01	2024	To	31	12	2024

Section A

Reference and administration details

Charity name

Otterhampton Village Hall

Other names charity is known by

Registered charity number (if any)

1186747

Charity's principal address

Riverside

Combwich

Bridgwater

Postcode

TA5 2QZ

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Susan Barton	Chair	To 09.2024	
2	Lindsey Parsons	Secretary		
3	Helen Jowett			
4	Nicola Rowland		To 09.2024	
5	Steven Lang			
6	Rachel Szaruta		To 04.2024	
7	Kate Narraway		To 07.2024	
8	Richard Navoy			
9	Sheila Thomas			
10	Mike Narraway			
11	Louisa Bates		From 12.2024	Voted in at AGM
12	Paul Thornell		From 12.2024	Voted in at AGM
13	Karen Armson		From 12.2024	Voted in at AGM
14	Karen Barton		From 12.2024	Voted in at AGM
15				
16				
17				
18				
19				
20				

Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

Name of chief executive or names of senior staff members (Optional information)

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Section B Structure, governance and management

Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Trust Deed
How the charity is constituted (eg. trust, association, company)	CIO
Trustee selection methods (eg. appointed by, elected by)	Up to 7 Trustees may be elected at an Annual General Meeting. Up to 11 may be appointed by User bodies Up to 5 may be co-opted by the Trustees

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

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Section C Objectives and activities

Summary of the objects of the charity set out in its governing document

To establish and run a village hall and to promote for the benefit of the inhabitants of the Parish of Otterhampton and surrounding area.

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Section D

Achievements and performance

Summary of the main achievements of the charity during the year

Continued to provide a hub for community activities including keep fit, arts, crafts, Brownies and a monthly market to meeting venues for the Parish Council and other groups.

Regular social and fund raising events are arranged by the Trustees to bring the community together. The Hall is also hired for private events e.g. birthday celebrations and corporate events such as public meetings and as a polling venue.

Hall Hire Income reduced in the year, along with impacts of cost of living and increased overheads. The boiler also needed repairs which have all reduced the reserves.

Administration of all the day to day requirements of running a building for public hire and ensuring all health and safety requirements are adhered to and all relevant licenses obtained. The village hall has a large hall with stage, kitchen, social bar area, skittle alley and a separate hall used specifically for short mat bowls.

All Trustees are aware of, and ensure that, the Hall is run solely for the benefit of the public.

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

Additional details of objectives and activities (Optional information)

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

Section E Financial review

Brief statement of the charity's policy on reserves

The charity continues to hold reserves to cover emergency / exceptional spend

Details of any funds materially in deficit

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:



- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Section F Other optional information

Section G Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	LINDSEY JILL PARSONS	STEVEN PAUL LANG
Position (eg Secretary, Chair, etc)	SECRETARY	TRUSTEE
Date	15/10/2025	

OTTERHAMPTON VILLAGE HALL
Income and Expenditure Account at 31st December 2024

	Year to 31/12/2024			31/12/2023
	Unrestrict ed Funds	Restrict ed Funds	Total for year	Total for year
	£	£	£	£
INCOME				
Donations	-	-	-	10
Hall Hire	12,085		12,085	11,203
Grants towards Maintenance Costs	1,299		1,299	1,297
Village Market	1,780		1,780	1,317
Other Fundraising activities	1,802		1,802	1,877
Grants towards Refurbishment	-	-	-	5,701
Interest Received	221		221	172
	<u>17,187</u>	-	<u>17,187</u>	<u>21,576</u>
EXPENDITURE				
Direct Costs against Income				
Village Market Costs	536		536	439
Fundraising Costs	858		858	724
	<u>1,394</u>	-	<u>1,394</u>	<u>1,162</u>
Property Costs				
Hall Maintenance Costs	2,830		2,830	13,448
Furniture, Fittings and Equipment	200		200	353
Professional fees for Refurbishment	-	-	-	1,200
Storage and waste disposal	-	-	-	-
Fire prevention and testing	-	-	-	869
Utility Costs	5,057		5,057	4,092
Cleaning	5,582		5,582	5,623
Insurance	1,487		1,487	1,385
	<u>15,156</u>	-	<u>15,156</u>	<u>24,570</u>
Administration Costs				
Subscriptions and Licences	537		537	739
Marketing and Social Media	-	-	-	-
Gifts for volunteers & retiring Trustee	-	-	-	-
Miscellaneous Costs	1,337		1,337	902
	<u>1,874</u>	-	<u>1,874</u>	<u>1,641</u>
Total Expenses	<u>18,424</u>	-	<u>18,424</u>	<u>27,373</u>
NET INCOME	<u>(-1,237)</u>	-	<u>(-1,237)</u>	<u>(-5,797)</u>
Total Funds brought forward	19,848	1,027	20,876	26,673
TOTAL FUNDS CARRIED FORWARD	<u>£ 18,611</u>	<u>£ 1,027</u>	<u>£ 19,639</u>	<u>£ 20,876</u>

OTTERHAMPTON VILLAGE HALL
Balance Sheet as at 31st December 2024

	Year to 31/12/2024			31/12/2023
	Unrestrict ed Funds £	Restrict ed Funds £	Total for year £	Total for year £
CURRENT ASSETS				
Stock of heating oil	471		471	588
Debtors	4,357		4,357	1,608
Cash at Bank and in hand	14,599	1,027	15,626	25,770
	19,426	1,027	20,454	27,966
Less Creditors:				
Amounts falling due within one year	815	-	815	7,090
TOTAL NET ASSETS	£ 18,611	£ 1,027	£ 19,639	£ 20,876

Represented by:

Unrestricted Funds

General Fund	17,910	19,147
Reserve for Fun Day	702	702
	18,612	19,848

Restricted Funds

1,027	1,027
£ 19,639	£ 20,876

Notes to the Accounts

Accounting Policies

Capital expenditure
Accruals Basis

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- a) All capital expenditure is charged directly to Income and
b) These Accounts are prepared on the Accruals basis,

Louisa Bates
Treasurer



15/10/2025